



# ***CITY COUNCIL***

## ***Budget Review***

**Monday, November 4, 2013**  
**Council Office**  
***Immediately following the***  
***Special Meeting in Council Chambers***

- The Budget and Finance Committee's responsibilities and topics include but are not limited to Annual Budget Review, Capital Improvement Programs, Financial Reports, Taxes (Rates, exonerations and exemption appeals), Fee Assessments, Procurement Policies, Review of Budget & Financial Reports, oversight of the City's external auditing, internal controls and any other financial or business practices, and reviewing the work of the City Auditor.

**Committee Members:** Donna Reed (Chair), Randy Corcoran and Dennis Sterner

*Although Council committee meetings are open to the public, public comment is not permitted at Council Committee meetings. However, citizens are encouraged to attend and observe the meetings. Comment from citizens or professionals during the meeting may be solicited on agenda topics via invitation by the Committee Chair.*

*All electronic recording devices must be at the entry door in all meeting rooms and offices, as per Bill No. 27-2012*

### **I. Budget Review**

#### **a. EMS**

### **II. Remaining Budget Issues**

- a. Auditor's Recommendations
- b. Poll Results
- c. Parking Lot non-labor recommendations from Managing Director
- d. Final Budget

## 2014 BUDGET

### PARKING LOT ADDS

Full Time Heads:		Full Time	Each		7.65%	\$15,289		Prioritizat
	Area	Headcounts	Salary	Wages	SS	Fringe	Total	
1 Special Asst.-Media	Mayor	1	51,000	51,000	3,902	15,289	70,191	NR
1 Business Analyst	Managing Director	1	60,000	60,000	4,590	15,289	79,879	???
1 System Support Analyst	IT	1	46,423	46,423	3,551	15,289	65,263	NR
1 Developer	IT	1	65,000	65,000	4,973	15,289	85,262	NR
2 Municipal Aides II	CSC	2	34,260	68,520	5,242	30,578	104,340	34
1 Tradesman (HVAC)	Public Property	1	55,000	55,000	4,208	15,289	74,497	23
1 Business Ambassador	CD Admin	1	55,000	55,000	4,208	15,289	74,497	15
1 Deputy CD Director	CD Admin	1	20,000	20,000	1,530	15,289	36,819	15
Total Full Time Heads		9		420,943	32,202	137,601	590,746	
Part Time Heads:		Part Time	Each	Temp	7.65%	\$0		
	Area	Headcount	Salary	Wages	SS	Fringe	Total	
1 Mayor Assistant	Mayor	1	16,016	16,016	1,225	0	17,241	NR
1 Purchasing Assistant	Purchasing	1	25,000	25,000	1,913	0	26,913	NR

1 Zoning Assistant	Zoning	1	25,000	25,000	1,913	0	26,913	14
<b>Total Part Time Heads</b>		<b>2</b>		<b>66,016</b>	<b>5,050</b>	<b>0</b>	<b>71,066</b>	
<b>Total Personnel</b>		<b>11</b>		<b>486,959</b>	<b>37,252</b>	<b>137,601</b>	<b>661,812</b>	
<b>Non Labor:</b>								
Contracted Services	Managing Director						100,000	NR
Dues (PA League of Cities)	Managing Director						35,000	NR
General Supplies	Managing Director						275	NR
Contracted Services (HVAC)	Public Buildings			work performed by added HVAC tradesman			(60,000)	
Contracted Services (City Craft)	CD Admin						15,000	
3 Leased Vehicles	PMD	3	4,800				14,400	7-20
3 Leased Vehicles	Trades	4	4,800				19,200	32
<b>Total Non Labor</b>							<b>123,875</b>	
<b>TOTAL ADDS</b>							<b>785,687</b>	

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Street lighting was ranked No. 8 and road repairs No. 13

## Auditors Budget Comments Revenue

acct. #	description	<u>2010</u> actual	<u>2011</u> actual	2012 actual	<u>2013 YTD</u> 10/24	<u>14 mayor's</u> budget	<u>auditor's</u> recommends	change
3010	property tax- current	15,543,631	18,265,565	17,645,325	18,221,480	19,708,297	19,960,000	251,703
3020	property tax-prior	1,090,586	1,257,472	778,259	1,284,041	1,100,000	1,300,000	200,000
3021	penalty & interest	92,431	291,119	274,315	339,863	225,000	300,000	75,000
3226	trades licenses	132,890	114,250	139,073	29,750	80,000	110,000	30,000
3510	PILOT	122,589	127,679	137,213	32,500	80,000	120,000	40,000
3560	pension-state aid	2,972,820	4,487,287	2,701,960	3,068,643	3,000,000	3,150,000	150,000
3750	damages recovered	22,194	52,858	6,767	0	5,000	5,000	0
06-19-3631	RSD-tax services	548,192	28,139	36,089	25,587	20,000	35,000	15,000
07-00-3750	damages recovered	-	-	37,369	28,377	0	25,000	25,000
07-14-3750	damages recovered	-	-	26,430	32,068	0	30,000	30,000
07-14-3977	direct reimb. Sewer	55,641	73,761	77,738	52,130	35,000	65,000	30,000
07-50-3653	towing	48,140	17,580	22,620	47,910	15,000	45,000	30,000
07-52-3977	direct reimb.-sewer	51,333	149,694	94,388	60,058	150,000	90,000	(60,000)
08-31-3613	Rdg. Housing Auth.- reimb.	108,335	250,616	177,949	186,889	200,000	250,000	50,000
08-31-3546	direct reimb.-Community policing	372,221	390,832	77,015	189,054	225,000	300,000	75,000
08-31-3650	police services/copy services	177,127	136,898	336,159	201,788	275,000	200,000	(75,000)
09-32-3561	Fireman's relief	49,855	80,896	38,598	11,856	40,000	12,000	(28,000)
TOTAL					23,811,994	25,158,297	25,997,000	838,703

THE ABOVE LISTED CHART ILLUSTRATES ADDITIONAL REVENUE PROJECTIONS FROM THE CITY AUDITOR'S OFFICE FOR THE 2014 BUDGET. THE GROSS AMOUNT OF INCREASES IS SLIGHTLY MORE THAN \$1 MILLION AND WITH \$163,000 OF REVENUE DECREASES, THUS PRODUCING A NET INCREASE OF \$838,703.

THE CITY AUDITOR'S OFFICE IS NOW REVIEWING THE EXPENDITURE LINE ITEMS OF THE MAYOR'S PROPOSED 2014 BUDGET AND WILL HAVE FURTHER RECOMMENDATIONS IN THE NEAR FUTURE.